



MEMORANDUM

TO: Indiana School Superintendents, Principals, and Administrators

FROM: Gary Wallyn, Director of School Accreditation and Awards

DATE: February 19, 2009

SUBJECT: Canceled Instructional Days

Please be advised that the Department of Education will not be making final determinations about adopting an emergency policy establishing guidelines for school corporations to apply for waivers of the financial penalty for canceled instructional days during the 2008 – 2009 school year due to severe weather until at least March 1, 2009.

We will continue to communicate with school corporations and Dr. Bennett has asked John Ellis of the Indiana Association of Public School Superintendents to survey superintendents about the number of days corporations have been closed, days made up, built in days to their calendar and other pertinent information.

We recognize this issue is very important for superintendents as you plan your calendars for the remaining months of the school year. We want to continue to work with you throughout this process in order to ensure we have the most accurate information before making decisions affecting student learning.

Some of you have specifically inquired about the possibility of moving graduation ceremonies for high school seniors or simply not requiring graduating seniors to make up days cancelled by weather. While scheduling graduation ceremonies remains a local decision for each school corporation, it is the position of the Department of Education that all students should be offered 180 days of instructional time, including seniors.

In the mean time, we encourage you to take advantage of potential make-up days within your calendar, in an effort to ensure all students receive as many days as possible of instructional time.